



Community Development - Administration 00100.331.

Mission Statement

To preserve and enhance the quality of life in Clallam County by promoting a community with a healthy and sustainable environment and economy.

Function

- In accordance with the county home rule charter, section 4.25, "[t]he Director of the Department of Community Development shall administer, enforce and advise the County Commissioners on all laws, except health, with respect to the environment, natural resources, and land and shoreline development, including, but not limited to, zoning, land divisions, environmental policy, building and fire codes, forest management, mining, agriculture, watershed planning, and floodplains."
- Accountable for the efficient and effective performance of the administrative operation of the department, administer department and county administrative policies and procedures, prepare and monitor department annual budget, financial management of 21 grants, process accounts receivable/payable, coordinate and prepare agenda items to BOCC, assist with personnel matters, public records management and general staff support.
- Provide administrative and technical support to the following five advisory bodies appointed by the Board of Clallam County Commissioners: Clallam County Planning Commission; Clallam County Permit Advisory Board; Carlsborg Community Advisory Council; Clallam Bay/Sekiu Community Advisory Council; and, Clallam County Marine Resource Committee.

Goals

1. Protect health and safety of county residents by fair administration of building, fire, and land use laws.
2. Collect, assemble, and disseminate demographic, geographic, and natural resource information.

Workload Indicators

	2008 Actual	2009 Actual	6/30/10 Actual
Administration:			
Financial management of DCD grants	21	22	21
Planning Commission	27	23	12
Hearing Examiner	19	16	7
Marine Resources Committee	12	11	6
Permit Advisory Board (no Mtg. June/July/Aug)	8	6	5

Grant Funding Sources

This fund does not receive any grant revenue.

Revenues

	2008 Actual	2009 Actual	6/30/10 Actual	2011 Budget
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	20,920	0	18,692	0
Charges for Goods and Services	0	0	0	0
Fines and Forfeits	1,050	550	550	0
Miscellaneous Revenues	612	51	0	0
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0
General Tax Support	262,808	400,253	188,897	305,509
Total	\$285,390	\$400,854	\$208,139	\$305,509

Expenditures

	2008 Actual	2009 Actual	6/30/10 Actual	2011 Budget
Salaries and Wages	237,594	270,521	147,046	209,992
Personnel Benefits	0	87,464	44,732	69,132
Supplies	20,172	16,819	4,103	8,570
Other Services and Charges	11,682	13,178	8,635	12,215
Intergovernmental Services	35	24	10	0
Capital Outlays	0	0	0	0
Interfund Payments for Services	15,907	12,847	3,613	5,600
Transfers Out	0	0	0	0
Total	\$285,390	\$400,854	\$208,139	\$305,509

Staffing

	2008 Budget	2009 Budget	2010 Budget	2011 Budget
Full Time Equivalents	4.75	4.75	5.50	3.81

Note: Code Enforcement was moved to Sheriff - Community Policing in 2011.